

Board of Public Works and Safety
Regular Meeting Minutes
March 7, 2016

The regular meeting of the Board of Public Works and Safety of the City of Franklin, Indiana was called to order at 5:00 p.m. at City Hall, 70 E. Monroe Street, with Mayor Joseph E. McGuinness presiding. Board members Stephen Barnett and Bob Swinehamer answered roll call.

Chief of Police Tim O’Sullivan, Fire Chief Dan McElyea, Parks Department Superintendent Chip Orner, Sewer Billing Office Manager Sherry Phillips, DPW Superintendent Rick Littleton, Community Development Director Krista Linke, City Engineer Travis Underhill, Street Commissioner Brett Jones, Clerk Treasurer’s Assistant Stephanie Shepherd, Records Clerk Kathy Cragen, and City Attorney Lynnette Gray were also in attendance.

Mayor McGuinness led the Pledge of Allegiance.

Public Comments

There were no public comments.

Consent Agenda

Mayor McGuinness presented the consent agenda for approval.

1. Approval of Minutes from meeting held February 1, 2015
2. Board of Works Claims.
 - Payroll in the amount of \$330,323.75
 - #020616 Sewer Utilities/Contracts in the amount of \$127,709.88
 - #020416 RDC Contracts/Utilities in the amount of \$126,977.24
 - #020516 BOW Contracts/Utilities in the amount of \$39,792.17
 - Separate Payroll in the amount of \$115.38
 - #021216 BOW Contracts/Utilities in the amount of \$98,066.51
 - #021316 Sewer Utilities in the amount of \$209,730.58
 - Payroll in the amount of \$335,202.15
 - #022016 Sewer Utilities in the amount of \$13,390.87
 - #021616 RDC Contracts/Utilities in the amount of \$99,323.15
 - #021916 BOW Contracts/Utilities in the amount of \$144,794.01
 - Missed Overtime in the amount of \$688.56
 - Pension Payroll in the amount of \$57,341.49
 - #022616 BOW Contracts/Utilities in the amount of \$44,196.49
 - #022716 Sewer Utilities in the amount of \$18,608.30
 - Payroll in the amount of \$339,532.58
 - #030216 RDC Utilities in the amount of \$126.85
 - #030516 Sewer Utilities in the amount of \$36,838.80
 - #030416 BOW Contracts/Utilities in the amount of \$7,283.34
 - #030616 Sewer General Obligations in the amount of \$61,536.20
 - #030716 BOW General Obligations in the amount of \$188,872.39

Mr. Barnett made a motion to approve the consent agenda as presented, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Old Business

There was no old business presented.

New Business

Request Approval of Sign for The Pavilion in Right-of-Way – Senior Planner Alex Getchell came forward and stated that a permit had been issued for a sign which will be in the right-of-way above the sidewalk on Jefferson Street for “The Pavilion”. The owner is asking for permission to move forward with installing the signage in the right-of-way. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Sign for Shale Creek Brewing in Right-of-Way – Senior Planner Alex Getchell stated this request is for approval of signage for “Shale Creek Brewing” which would also be in the right-of-way above the sidewalk on Jefferson Street. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Professional Services Agreement with Shrewsberry & Associates for the Roaring Run Rehabilitation Project - City Engineer Travis Underhill stated we had received a grant for Roaring Run drain rehabilitation in the amount of one (1) million dollars. This agreement is for professional services needed for design documents and bidding in the amount of \$127,520.00. A discussion was held. Mr. Underhill stated that this contract would be paid by MS4. Mr. Swinehamer made a motion to approve, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of a Main Extension Agreement with Indiana American Water Company for the Extension of a Water Main Along Paris Drive - City Engineer Travis Underhill stated this is in regard to the King Street and Paris Drive bypass project which will be put out to bid in a month. This request is asking for approval in relocating water mains, and installing new water mains in this area. The contract amount is \$99,550.00 and we will pay Indiana American Water Company 8.42 percent of this for engineering and inspection. This agreement will be funded by the Redevelopment Commission (RDC) (TIF) fund, amount subject to bids on April 1st. Mr. Underhill stated that Mayor McGuiness will sign the contract as the Development Company. Mr. Swinehamer made a motion to approve subject to RDC funding and authorizing the Mayor to sign, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Street Lights and Sign Request Form for the Board's Review and Approval – Mayor McGuinness stated that we receive a lot of requests for street lights and various signs, and he would like to approve this form so the departments can look over these requests before they are brought before the Board of Works. City Engineer Travis Underhill stated this is a simple form for the public to fill out. The form is set up at this time for the Planning Department, Police Department, Parks Department & the Fire Department, with the Planning Department reviewing the submitted forms, and forwarding them to the appropriate departments. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Stop/Yield Intersection Ordinance and Traffic Control Signals Ordinance for the Board's Review and Discussion - City Engineer Travis Underhill stated this ordinance is for informational purposes only tonight, and they will continue working on conflicting ordinances regarding these issues, and bring them back in the future for any changes that may be necessary. A discussion was held.

Request Approval of LPA Consulting Contract with CrossRoad Engineers, P.C. for Jefferson Street Project - City Engineer Travis Underhill stated this item is a contract for construction inspection and administration work on Jefferson Street from US 31 to the new round-a-bout on Eastview Drive. Crossroad Engineers will be the consulting company. The total of this contract is \$1,285,000.00, and is required for federal aid funded jobs. Mr. Underhill stated that we should get 100% reimbursement for this project, and that it would be funded through City Council, the money will go out, and come back in. A discussion was held. Mr. Swinehamer made a motion to approve, subject to City Council approval, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Speed Limit Reports (Comprehensive and Jefferson Street) for the Board's Review and Discussion - City Engineer Travis Underhill stated this is pursuant to a conversation about speed tables at the previous meeting. The first part of the report is a comprehensive speed limit report which covers the entire city, second is to change the speed limit on Jefferson Street to 25 m.p.h. A discussion was held. Mr. Swinehamer made a motion to approve adoption of 25 m.p.h. speed limit on Jefferson Street, and the comprehensive speed limit report, seconded by Mr. Barnett. A voice vote was taken with all members stating aye. The motion carried.

Request Approval of Certification of Compliance for Title VI and ADA Transition Plan - City Engineer Travis Underhill stated as of last fall some newly enforced requirements on state and federal levels were presented. Mr. Underhill stated that we are lacking in a Title 6 implementation plan, and that this is a document similar to the ADA plan. Federal guidelines state we must have these plans in place, this is a two part proposal. Title VI will be \$11,410.00, ADA Transition plan will be \$13,715.00. Funding from Board of Works. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken

with all members stating aye. The motion carried.

Trail Plans Cover Sheet Signatures – City Engineer Travis Underhill stated Civil Technician Mark St. John had the Trail Plan Cover sheets for signatures after the meeting.

Board of Works Resolution No.: 16-02 A Resolution Accepting Assignments of Five (5) 2015 Tax Sale Certificates from Johnson County, Indiana Pursuant to IC 6-1.1-24-9 and IC 36-1-11-8 - City Attorney Lynn Gray stated these are five properties that the county has passed an identical resolution for. These properties are from a tax sale, and the county has asked to transfer them to the city if we want to accept the transfers. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Request to Apply for Social Media Archiving Services Through Archive Social - City Attorney Lynn Gray stated this is acceptance of a project that was brought forward last year. This is for archiving our social media accounts. This has gone through the Telecommunications Commission. This company will log and archive all of the activity on all of the city's social media accounts, which will be needed in the future when they will be considered public records. Ms. Gray stated that the cost would be \$399.00 a month prorated, and would be paid out of Board of Works Professional Services. A discussion was held. Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Other Business

Request Approval to File Unkempt Property Liens – Mr. Barnett made a motion to approve, seconded by Mr. Swinehamer. A voice vote was taken with all members stating aye. The motion carried.

Rays Trash Report – Informational purposes only.

Department Reports / Staff Reports

Police Chief Tim O'Sullivan told the Board that the Mayor would be swearing in Probationary Officer Kody Martin at the Council meeting later this evening.

City Engineer Travis Underhill stated that they had received bids for King Street from Forsythe to Edwards this morning. They had an engineer's estimate of \$550,000 for this project, and they received bids as high as \$683,000.00. They did receive a bid from Dave O'Mara Contractors in the amount of \$491,276.94. Mr. Underhill stated that they will be reviewing these bids and

bringing them back at a future meeting with a contract. Mr. Underhill also stated that last spring they had planted 192 trees, and 58 shrubs in connection with the Youngs Creek Stabilization project, as of today beavers have eaten 164 trees and 52 bushes. Mr. Underhill stated that they had followed up with DNR, and he will put a memo in the file to show we followed through with our responsibility. Mr. Underhill also stated that he is not recommending replacement of these trees and shrubs even though the project did come in around \$85,000.00 under budget.

Adjournment

As there was no further business to come before the Board of Works, a motion and a second were made to adjourn at 5:40 p.m.

Respectfully submitted,

Jayne Rhoades, Clerk-Treasurer
Enrolled:3/14/2016

Joseph McGuinness, Mayor

Attest:

Jayne Rhoades, Clerk-Treasurer